

Fleet and Family Support Center

Naval Support Activity Hampton Roads Portsmouth, VA

Qualification of the Command Financial Specialist (CFS)

The CFS is the command's principal advisor on policies and matters related to the Commander's Personal Financial Management (PFM) plan. The CFS should meet the following qualifications:

- Minimum pay grade is E5 with more than six years of service for enlisted, E5 with less than six years of service require a waiver; W2/O1 for officers.
- Be highly motivated and financially stable. Meet screening criteria for financial stability, as determined by examination of debt to income ratio and review of most current credit reports.
- Demonstrate competency in public speaking/facilitator forums.
- Be designated, in writing by the Commanding Officer as outlined in OPNAVINST 1740.5 series.
- Successfully complete the CFS training course provided by an authorized Family Center using CFS Training Courseware developed by Commander, Navy Installations Command (CNIC).
- Have at least one year remaining onboard present command at time of CFS course.
- Participate in continuing education including, but not limited to, periodic CFS forums and CFS refresher training at least every three years.

CFS Courses (Please contact the FFSC for information whether the class will be virtual or a hybrid course.) (Note: Regional Virtual CFS Classes)

- 15-19 Nov 2021
- 7-11 Feb 2022
- 9-13 May 2022
- 22-26 Aug 2022
- 14-18 Nov 2022

CFS Refresher Courses

- 22 Apr 2022
- 21 Oct 2022

Workshop POC

Naval Support Activity Hampton Roads Portsmouth
Fleet and Family Support Center
1099 Holcomb Rd., Bldg. 272, Room 112
Portsmouth, VA 23708
Phone: (757) 953-7854/7801

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